

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 11/25/08

Convened: 6:30 p.m.

Present: David Menter  
Kevin Johnston  
Jeffrey Bryan  
Andrew Artimovich  
George Waldron

The Board met and reviewed payroll, accounts payable, and signed the register. The Board reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report.

The Selectmen reviewed the minutes of the 11/18/08 meeting. Johnston made a motion to approve the minutes as written. Motion was seconded by Waldron, all voted in favor. The Selectmen reviewed the minutes of the nonpublic session held 11/18/08. Johnston made a motion, seconded by Artimovich, to approve the minutes as written. All voted in favor.

The Board reviewed the notes:

- A resident has offered to put a container at the highway shed for the collection of the metals. The individual would haul it away and compensate the town at the same rate that would be paid by Madbury Metals. The Selectmen will take this under advisement. The same resident is requesting some type of recognition for all the volunteer work he has provided the Town; he thought perhaps something could be named after him. The Selectmen will take this matter under advisement as well.
- The residents at Windy Brook would like permission to have the Fire Department fill in area for a skating rink again this year at Veazey Circle. They do have an insurance certificate. The Selectmen agreed to allow it provided it is open to the public and the fire department personnel doesn't incur any overtime in the process.
- The Selectmen signed a letter of appeal to NH Unemployment objecting to their determination that the Town needs to make weekly payments for a call firefighter who is still employed by the Town.
- Received a proposal and certificate of insurance from Jose Ribeiro who will be replacing the carpet in areas of the Town Office. He is proposing to do it over the weekend of 12/13 & 14. Julie will get more specifics regarding the amount of time needed so the Selectmen can arrange a schedule to be here.
- The Selectmen reviewed and approved a proposed explanation of the tax rate to be included in the Brentwood Newsletter.
- Stevens reviewed a bill from Town Counsel in which they charged the Town for correspondence with another individual's attorney regarding a matter for which

they were not requested to represent the Town. Stevens will contact Town Counsel and request the charges get removed.

- The Board reviewed a copy of a letter from a resident and first time voter who had a negative experience with the Town Clerk while completing her absentee ballot. The original letter was sent to the Selectmen but was never received in their office. A copy of the letter was later emailed. The Selectmen will take the matter under advisement.

Beverly Joyce of the Richie McFarland Children's Center was in at the Selectmen's request to provide an explanation for the \$1,800 requested increase in funding for 2009. Joyce explained that last year they provided services to 9 Brentwood children, and this year it has increased to 15. They normally request \$300/child, thus the \$1,800 increase. She explained that the Richie McFarland Children's Center provides speech, occupational, and physical therapy to children ages 0-3 that meet the criteria. The Selectmen thanked her for coming and recommended they have a representative attend the March Town Meeting in case there are any questions from residents.

Building inspector Gil Tuck was in with the following permits which the Selectmen signed:

- Hayward Realty Investments to erect a sign at 104 Rte 125.
- Helen McKee of 181 Pickpocket Road for the construction of a 24' x 20' storage building.
- Jerome Soles of 9 Shannon Way for a storage unit.

Gail Winslow-Pine of 267 South Road was in to see the Selectmen with a couple concerns. The first was the careless nature by which the workers for Northside Carting return the empty trash cans. Winslow-Pine explained that they are often left in the roadway or thrown haphazardly on the property. The Selectmen would like Julie to talk with our representatives at Northside Carting about the matter and stress the possibility of liability issues. Secondly, Winslow-Pine mentioned her dissatisfaction with the way basketball sign-ups were handled. She was unhappy that information was not sent home in the Swasey School Wednesday folders and that the Recreation Department has a strict policy of not accepting late registrations. Stevens, being familiar with the notification process that took place this year, explained that information did go home in the Wednesday folder in September, was included in the Brentwood Newsletter for the past 3 months, has been on the Town website, and in both the Exeter Newsletter and Carriage Towne News. In addition, no child that has submitted a registration form after the deadline has been denied. Stevens explained that we need to make close to 500 copies every time we want something to be included in the Wednesday folders and it is not cost effective for the Town to do so over and over again when it is advertised in so many other locations. It was suggested that perhaps a notice should go home in the Wednesday folder notifying parents that sports sign-up info will no longer be included in Wednesday folders and that residents can refer to the website for information. When asked if she receives the Brentwood Newsletter, Winslow-Pine responded that she does but that her husband reads it and not her.

Wayne Robinson, Police Chief, was in with the following changes to the Police budget:  
Computer Support: Is now budgeted for \$5,305 rather than \$6,500. We have received an estimate from our IT folks and are adjusting this line accordingly.  
IMC Support/Software: Has been reduced to \$6,882 from \$12,834 as a portion of the expense of the new software will be a warrant article.  
Total Budget: Is now \$611,919 rather than \$619,066.

The Selectmen requested information regarding the past 3 years of revenue from police details so they can discuss the possibility of proposing a warrant article to create a revolving fund for this purpose.

The Board signed the following documents:

- The tax warrant
- An authorization to release the balance of the Letter of Credit for Green & Company due to the satisfactory completion of the project.
- Land Use Change Tax assessments for 11 units at Mill Pond Crossing.
- Current Use Land Use Change Tax Collector's Warrant for the 11 units at Mill Pond Crossing.
- An application for an administrative inspection warrant for a property in town suspected of being in violation of zoning ordinances.
- A tax rate acceptance document and oath regarding inventory appraisals for the use in assessing taxes.

Duane Demeritt, Highway Dept employee, was in to request that the Selectmen allow the Highway Department to set up a revolving fund for the sale of metals. The Selectmen explained that this is something that would need to be included as a warrant article and voted on at Town Meeting. The Board explained that for the small amount of money involved, they are not sure it is worthwhile to do so. They will take the matter under advisement.

The Selectmen discussed and voted on the following budgets:

Conservation Commission

Jonathan Ellis presented a final figure for the cc fund line in the amount of \$8,500, down from \$42,000 in '08.

Bryan made a motion to accept the Conservation Commission budget in the amount of \$11,541. Motion was seconded by Waldron; all voted in favor.

Board of Selectmen

Waldron made a motion, seconded by Bryan, to remove the proposed 2.3% increase for COLA from the salary line. All voted in favor.

Bryan made a motion to accept the amended bottom line of \$15,715. Artimovich seconded the motion; all voted in favor.

### Parks & Recreation

A motion was made by Menter and seconded by Artimovich to decrease the Director's salary line to include the COLA increase only. Menter, Johnston, Artimovich, and Waldron voted in favor; Bryan was opposed.

The revised figures will be presented for voting at next week's meeting.

### Tax Collection/Town Clerk

The Selectmen asked Phyllis Thompson, Town Clerk/Tax Collector, to explain the salary lines for Deputy and office clerk. She explained that the deputy's hours had been reduced to 32 hours/week and the clerk had been increased to 27 hours/week. The Selectmen inquired if Thompson is planning to change her office hours as this would result in 2 employees being in the office from 8:30-9:00 when the office doesn't officially open until 9:00. She explained that she must have made an error. After rechecking her figures, she said that the deputy should have been budgeted for 30 hours (four 7 ½ hour days). She will redo her figures for next week.

### Road Maintenance

The FICA/Medicare figure has been corrected to the proper percentage of salaries bringing it to \$10,289.

Johnston made a motion, seconded by Bryan to reduce the fuel line from \$28,000 to \$25,000. Johnston, Bryan, Artimovich, and Waldron voted in favor; Menter abstained.

Johnston made a motion to accept the highway budget in the amount of \$347,369.

Menter seconded the motion; all voted in favor.

### Snow Plowing/Removal

The FICA/Medicare figure has been corrected to the proper percentage of salaries bringing it to \$1,530.

A motion was made by Artimovich and seconded by Waldron to accept the snow plowing/removal budget in the amount of \$105,939. All voted in favor.

### Data Processing

Julie presented the budget requests for Data Processing. Maintenance visits are going to change from monthly to every other month. Overall decrease in Software/Support is \$6,000. \$1,420 is being budgeted for the website. Internet service and supplies are being level funded. Hardware upgrades includes \$880 for 1 new computer for the Planning Board office plus an additional \$920 for any other minor hardware upgrades or replacements. Total budget as presented is \$10,571. Bryan made a motion to accept the Data Processing budget as presented. Artimovich seconded the motion; all voted in favor.

At 8:30 p.m. Artimovich made a motion, seconded by Waldron, to adjourn. All voted in favor.

Respectfully submitted,

Julie Stevens

